



MONTANA CORRECTIONAL ENTERPRISES/MONTANA STATE PRISON POLICIES AND PROCEDURES

Policy No.: MCE/MSP 2.1.3	Subject: MCE RANCH LAND PUBLIC ACCESS	
Chapter #2: PHYSICAL PLANT	Page 1 of 17 plus attachments A to H	
Section #1: Building and Safety Codes	Revision Date: 07/21/05	
Signature:	Effective Date: 8/20/01	
Signature:	Effective Date: 8/20/01	

I. POLICY:

It is the policy of Montana State Prison (MSP) and Montana Correctional Enterprises (MCE) to provide reasonable public access to MCE Ranch lands while addressing security responsibilities for the safe and orderly operation of the correctional facility.

II. IMPLEMENTATION:

This policy was revised with minor changes on July 21, 2005.

III. AUTHORITY:

DOC Policy 2.1.3 Land Use Restrictions
MSP Policy 3.1.23 Tours
MSP Policy 3.1.5 Entrance Procedures
2-15-112, MCA Duties and Powers of Department Heads
53-1-203, MCA Powers and Duties of Department of Corrections

IV. DEFINITIONS:

Archery Hunting for the purposes of this policy means hunting for big game with a hunting bow and arrow. Hunting bow shall be a longbow, recurve bow, compound bow or any combination of these designs that meet the requirements as outlined in the current FWP Hunting Regulations. For purposes of this policy archery hunting does not include the use of a crossbow.

Archery-Only Land Use Permit means a permit issued by MCE Ranch for hunters to archery hunt only on designated Ranch lands below the power line fence. This archery-only land use permit will be a card, laminated by the MCE operation, with applicable information.

Policy No: MSP 2.1.3	Chapter: PHYSICAL PLANT	Page 2 of 17
Subject: MCE RANCH LAND PUBLIC ACCESS		

Camping means living outdoors in tents, campers, shelters, or without shelters for recreational purposes.

DOC Correctional Facilities means the Department of Corrections (DOC) correctional facilities in Powell County that includes MSP, Treasure State Correctional Training Center (TSCTC), and the ranch lands administered by MCE.

Emergency Siren means the siren used by MSP to alert all persons in the immediate vicinity of activity at the facility, which will result in the lock down of the institution and all staff, inmates and visitors being accounted for.

Established Road for the purpose of this policy is an established road that receives use during the operations of the MCE Ranch.

Firearm means for the purpose of this policy any weapon from which a bullet is hurled by an explosive. Firearm includes rifles of any caliber, shotguns, muzzleloader and handguns. Firearms must meet the criteria as outlined in the current FWP Hunting Regulations.

FWP means the Montana Department of Fish, Wildlife and Parks, which administers all big game hunting activities within the State of Montana.

FWP Hunting Regulations means the current years regulations governing hunting in the State of Montana as outlined in the current Game Hunting Regulations.

Incapacitated means a game animal that is wounded by an archery or firearm hunter to the extent that it is unable to stand.

Motorized Retrieval means retrieval of big game animals through the use of a motorized vehicle, which for the purposes of this policy is a truck or SUV. Motorized retrieval does not include off highway vehicles (OHV) such as motorcycles, 3 or 4 wheelers.

MSP Check Point means the main entrance location to the DOC Correctional Facilities where all entry, exit, and clearance of all persons/vehicles occur.

Off Road Travel means travel by motorized vehicle off established roads without the permission of the landowner, in this case MCE Ranch.

Parking Lot means the areas designated for the public to park vehicles when using MCE Ranch lands at the DOC Correctional Facilities.

Policy No: MSP 2.1.3	Chapter: PHYSICAL PLANT	Page 3 of 17
Subject: MCE RANCH LAND PUBLIC ACCESS		

Power Line Fence means the area designated as the dividing line between archery-only areas and firearm use areas at the DOC Correctional Facilities. Generally the dividing line is the fence that runs adjacent to the power line.

MCE Ranch Land means the land administered by the MCE Ranch in Powell County. Land does not include the acreage where MSP and TSCTC facilities are located or any of the immediate surrounding lands.

School Trust Land means sections of state land designated as school trust property that is leased by individuals or parties that generates revenues for the State of Montana.

V. PROCEDURES:

The following four paragraphs are not procedures regarding this policy, but will provide the public with the mission of Department of Corrections (DOC), MSP and MCE.

The mission of DOC is dedicated to public safety and trust by holding adult and juvenile offenders accountable for their actions against victims through custody, supervision, treatment, work, restitution and skill development.

The mission of MSP is dedicated to the protection of the public, employees, and offenders and to communicate with victims of crime while providing the opportunity for offenders to make positive changes.

The mission of MCE is to provide employment and training opportunities to eligible institutional offenders consistent with the mission of DOC to hold offenders accountable through work, skill development and restitution, while maintaining public safety and trust.

With the mission of DOC comes the safety of the Montana public, responsiveness to public trust, and development of a working relationship in various areas. The provisions of this policy will allow for reasonable public land access and use of MCE Ranch lands in a manner that does not negatively impact the mission of DOC and its divisions located at the DOC Correctional Facilities.

The following will outline the components related to the use of land at DOC Correctional Facilities in Deer Lodge:

A. MCE Ranch Archery-Only Land Use Permit Process

1. Hunters wishing to archery hunt on the MCE Ranch land below (east of) the power line fence are required to obtain an archery-only land use permit

Policy No: MSP 2.1.3	Chapter: PHYSICAL PLANT	Page 4 of 17
Subject: MCE RANCH LAND PUBLIC ACCESS		

- A. The legal description of the area of MCE Ranch land included in the archery-only area will be included in the archery-only area rules and regulations (Attachment A). Areas open to archery-only hunting will be marked with red signs designating "ARCHERY ONLY".
 - B. Hunters without an archery-only land use permit (Attachment B) are subject to a trespassing violation.
 - C. A map designating the MCE Ranch land and archery-only (Attachment C) area will be provided to hunters along with the rules and regulations.
2. Hunters wishing to obtain an archery-only land use permit must apply in person to the MCE Ranch office, or send a FAX with the following information presented.
 - a. Drivers License
 - b. Valid year conservation license with evidence of Bow and Arrow endorsement
 - c. Full name, date of birth and social security number (for background check purposes)
 - d. MCE Archery Only Land Use Permit Application Form (Attachment D) will be completed by the hunter per the information required. The hunter will also be required to sign the application form. For hunters under 16 years old a parent or guardian will also be required to sign the form.
 - e. The archery-only land use permit form information will be completed by the MCE Ranch civilian staff on the computer program based on all of the information listed in A2 (Attachment D). **The hunter requesting an archery-only land use permit will not be able to obtain the permit the same day, as a background check must take place prior to obtaining a permit.** This background check will take a minimum of two days and no more than five days. A clear background check must be obtained prior to the issuance of the permit. The background check process will not begin until all of the required information is provided as is outlined in A2.
 - f. The archery-only land use permit can be picked up at the MCE Ranch office or at the MSP Check Point location when the process is completed. Archery-only land use permits that have not been picked up within 10 calendar days from the date of issuance will be mailed to the hunter at the address noted on the MCE Archery Only Land Use Permit Application Form.
 - g. Any denied permits will have a clearly stated reason of justification for denial.

Policy No: MSP 2.1.3	Chapter: PHYSICAL PLANT	Page 5 of 17
Subject: MCE RANCH LAND PUBLIC ACCESS		

3. The archery-only land use permit will be prepared and laminated by MCE. It will be accompanied by the rules and regulations and map of the MCE Ranch archery-only area.
4. The archery-only land use permit process will start August 1st of each year. The permit process will end on December 15th of each year for both Montana residents and out-of-state residents. The MCE Ranch office is open Monday through Friday, 8:00 a.m. to 4:00 p.m., for archery-only land use permits. Requests for a permit before or after these time periods will not be taken. The office will not be open on state observed holidays.
5. MCE Ranch address is 350 Conley Lake Road, Deer Lodge, MT 59722. Information regarding MSP/MCE Policy 2.1.3 Public Land Access is located on the Department of Corrections web page at www.cor.state.mt.us or by contacting the MCE Ranch office at (406) 846-1320, extension 2296. FAX number (406) 846-2957.
6. Information related to the archery-only land use permit process and use of MCE Ranch lands per this policy will be made available to recreational users. The following mechanisms may be used: state wide news release, mailing list, area FWP hunting/fishing agents, FWP Missoula Regional Office, internet, and advertising in local newspapers.
7. The archery-only land use permit process will be on a computer program to track applicable information.
8. The archery-only permit process will be valid for only the current hunting season and must be reapplied for on an annual basis.
9. Hunters on MCE Ranch lands may be checked at any time by MSP or MCE staff for a current archery-only land use permit, conservation license and big game licenses. Hunters not possessing the required information will be escorted off of MCE Ranch lands. Hunting without the required information may be grounds for permanent loss of archery-only land use permit.
10. Blinds and decoys may be used but must not be left overnight or when the hunter leaves the area that he is hunting. MSP and MCE are not responsible for theft or destruction of blinds or decoys or other personal property.
11. Hunters are not allowed to have dogs while hunting on prison property.
12. "Timber" is not to be cut at any time on prison property.

B. Archery Hunting

1. Archery hunting may be allowed on MCE Ranch lands in designated areas. Archery hunting on MCE Ranch lands will consist of two zones divided by the power line fence.
2. Archery hunting **above (west of) the power line fence** must comply with the following:
 - a. An archery-only land use permit is not required.

Policy No: MSP 2.1.3	Chapter: PHYSICAL PLANT	Page 6 of 17
Subject: MCE RANCH LAND PUBLIC ACCESS		

- b. Archery hunters will not be required to access the hunting areas through the MSP Check Point location or park in the archery-only designated parking areas located below the power line fence.
 - c. **If a hunter enters the area below (east of) the power line fence for any reason they are required to completely follow the procedures listed in B3.**
 - d. **All members of a hunting party are liable for violations of the hunter or other person in their group who go below the power line fence with the intention of herding or pushing game animals to any location above (west of) the power line fence.**
 - e. All archery hunting must be accessed by "walk-in", "motor-less bicycles" or horses. Bicycles left unattended must be secured with a bicycle lock.
 - f. All archery hunting must follow the hunting seasons as listed in the current FWP Hunting Regulations.
- 3. Archery hunting only **below (east of) the power line fence** must comply with the following:
 - a. Hunters are required to have an archery-only land use permit, enter and exit through the MSP Check Point Location, and park in the designated archery-only parking lots below (east of) the power line fence. There are no exceptions.
 - b. Any hunter under the age of 16 is required to be accompanied by a licensed adult hunter.
 - c. Only persons who have an archery-only land use permit will be able to hunt or accompany hunters in the areas below the power line fence.
 - d. All archery hunters must follow the rules outlined in the rules and regulations (Attachment A) handed out with the archery-only land use permit. Violators may lose their archery-only land use permit for a one-year period depending on the severity of the first violation. Repeat violators after that may lose their archery-only land use permit permanently.
 - e. Archery hunters are not allowed to carry a firearm.
 - f. All archery hunters are required to carry their archery-only land use permit with them while on MCE lands.
 - g. Hunting is not allowed within the posted safety zones at Conley Lake, Ranch 2, Ranch 1, Dairy, Gun Range, around the MSP and TSCTC facilities. These areas will be marked with orange signs designating "NO HUNTING AREA RESTRICTED" and/or by orange paint.

Policy No: MSP 2.1.3	Chapter: PHYSICAL PLANT	Page 7 of 17
Subject: MCE RANCH LAND PUBLIC ACCESS		

- h. MCE Ranch or MSP reserves the right to close the area for archery hunting at any time. Closure may be a result of prison drills, escapes or other reasons determined by MCE/MSP administration. Advance notice may not be provided.
- i. All archery hunting must be accessed by "walk-in" or "motor-less bicycles". No horses will be allowed except for retrieval as outlined in the retrieval section. Bicycles left unattended must be secured with a bicycle lock.
- j. Hunters that are hunting below (east of) the power line fence may also hunt above (west of) the power line fence in the same day without moving their vehicle to another designated parking lot.
- k. A clear legal description and a map outlining the designated archery-only area below (east of) the power line fence will be available to hunters.

C. Parking Lots

- 1. Parking lots for hunters on MCE Ranch lands will be clearly designated and have the appropriate signs posted.
- 2. Parking lots for the archery-only areas below (east of) the power line fence are as follows:
 - a. Treasure State Correctional Training Center road off of Conley Lake Road west of the Dairy (Parking Lot #1).
 - b. The corner of the road ¼ of a mile north of Ranch 1 prior to the MSP Check Point location (Parking Lot #2).
 - c. To the right of the road going to Powell Reservoir, near Ranch 7 entrance gate (Parking Lot #3). In addition, another parking lot will be on the Ranch 2 road approximately ½ way between the Powell Reservoir Gate (near Ranch 7) and the county road near Ranch 2 (Parking Lot #4).
 - d. Hunters may travel between the parking lots identified in C 2 a, b, c, below (east of) the power line fence, after they check in again with the officer at the MSP Check Point location.
- 3. Parking lots for hunting above (west of) the power line fence during archery or firearm season are as follows:
 - a. Powell Creek Parking Lot
 - b. Elk Ridge Road Parking Lot
- 4. Travel off established roads will not be allowed from the parking lots by any type of motorized vehicle. Off road travel will be reported to the Powell County Sheriff or FWP. Violators may lose their ability to hunt on MCE Ranch lands for one year, first offense. The second offense may result in

Policy No: MSP 2.1.3	Chapter: PHYSICAL PLANT	Page 8 of 17
Subject: MCE RANCH LAND PUBLIC ACCESS		

permanent loss of hunting privileges on MCE Ranch lands. A citation may be issued.

5. All vehicles in the parking lots must be locked and secured both above (west of) and below (east of) the power line fence.
6. No alcohol or tobacco in **any** form will be allowed on MCE Ranch lands. Montana State Prison is a tobacco free facility and introduction of tobacco is considered as contraband. Please note signage on Prison property that delineates those articles that are considered contraband. Possession of these articles on Prison property could result in felony prosecution.
7. All vehicles in the parking lots may be subject to search by DOC security while on MCE Ranch lands.
8. No firearms will be left in vehicles in the parking lots above (west of) the power line location. Firearms are not allowed in the parking lots below (east of) the power line fence by archery-only hunters.
9. Hunters using the parking lots are responsible for packing out all garbage.

D. Motorized retrieval

1. Motorized retrieval, under escort and through established procedures, **is allowed on MCE Ranch lands both above (west of) and below (east of) the power line fence.** Other retrieval options include the use of game carts, dragging, backpacking or horses. Hunting is not allowed by persons involved in a motorized retrieval process.
2. All hunters harvesting game animals must make every attempt to retrieve the game animal in the quickest time frame possible to prevent spoilage.
3. Established (maintained) roads will be identified on the MCE Ranch maps. Non-maintained roads that meet the definition of an established road per this policy, may be used for motorized retrieval and are noted on the MCE Ranch maps.
4. It is the responsibility of the hunter to have harvested game animals brought to the nearest established road prior to initiating any motorized retrieval. If the game animal is not to an established road when the motorized retrieval process is started, the hunter will lose the ability to use the motorized retrieval process.
5. Motorized retrieval will be allowed:
 - a. between 11:00 a.m. and 3:00 p.m., and 7:00 p.m. to 9:00 p.m. during archery hunting season
 - b. between 11:00 a.m. and 3:00 p.m., and 6:00 p.m. to 9:00 p.m. during general rifle season
 - c. times may be adjusted based on weather conditions during the months of September and October

Subject: MCE RANCH LAND PUBLIC ACCESS

- d. Motorized retrieval initiated prior to the ending time period will be allowed to complete the retrieval process
6. All hunters wishing to use motorized retrieval on MCE ranch lands must go to MSP Check Point and notify the officer. Command Post will be notified so a motorized retrieval escort may escort the hunter to the location where the game animal has been brought to an established road for loading. The hunter(s) will remain at the MSP Check Point location until the escort has arrived. If it is determined that an escort is not available then the motorized retrieval process will not occur until the next day when one will be made available.
7. During daytime hours a ranch supervisor on shift or an available volunteer will provide an escort to hunters to retrieve the game animal. During evening hours the volunteer list will be used to provide escort. MSP/MCE will establish a mechanism for volunteers for the motorized retrieval process.
8. The hunter's vehicle will be used to retrieve the game animal after the vehicle is cleared through the MSP Check Point location. No firearms of any type will be allowed in the vehicle. All motorized retrieval, whether above (west of) or below (east of) the power line fence on MCE Ranch lands, must enter or exit through MSP Check Point. Normally only one hunter vehicle will be allowed in the motorized retrieval process. At no time will a game animal harvested be loaded in a state vehicle.
9. All motorized retrieval must access the shortest route determined by the escort while staying on established roads.
10. All game animals may be checked for proper tagging when the animal exits through the MSP Check Point location. FWP authorities will be notified of any violation.
11. All motorized retrieval must follow the process outlined above.
12. Firearms that need to be secured during a motorized retrieval process must be secured off of MSP/MCE property.

E. Check in Process for Archery-Only Hunting Below (east of) the Power Line Fence and Motorized Retrieval

1. All archery hunters hunting in the archery-only areas below (east of) the power line fence and all hunters using motorized retrieval on MCE Ranch lands must enter and exit through MSP Check Point.
2. Archery hunters must show their MCE Ranch Archery-Only Land Use Permit to the officer at MSP Check Point. Each hunter in the hunting group will be required to leave their Drivers License or other form of picture ID at MSP Check Point while they are on MCE Ranch lands. All persons under the age of 16, who do not have a form of picture ID, will be listed on the log book maintained at MSP Check Point.

Policy No: MSP 2.1.3	Chapter: PHYSICAL PLANT	Page 10 of 17
Subject: MCE RANCH LAND PUBLIC ACCESS		

3. All vehicles and persons going through MSP Check Point are subject to search.
4. Persons with unauthorized items will not be allowed past MSP Check Point.
5. All hunters exiting the MCE Ranch lands will be accounted for and logged out by the officer. Driver's licenses or other forms of picture IDs will be returned at this time.
6. Hunters violating the check in and check out procedures may be subject to loss of access privileges and archery-only land use permit as outlined in other sections of this policy.
7. The MSP Check Point will be equipped to account for driver's license or other forms of picture IDs of persons doing recreational activities on MCE Ranch lands.
8. Check in and check out through the MSP Check Point location may occur two hours before sunrise and 2 hours after sunset. The sunrise and sunset hours are listed in the current FWP Hunting Regulations.

F. **Log Book at MSP Check Point**

1. The officer at the MSP Check Point is responsible for logging all activity related to this policy in an archery-only land use/motorized retrieval/fishing/gopher hunting/special groups/land use log book which is separate from normal MSP Check Point log book (Attachment E). This log book will be used for all activity associated with archery-only land use, motorized retrieval, fishing, gopher hunting, special group and other authorized land use activities.
2. The logbook must include names of all hunters or persons using MCE lands, type of vehicle, license plate number, archery-only land use permit numbers, activity involved, check in and out times, hunter parking lot locations, etc. All persons in a vehicle will be logged in the log book on separate lines. Harvested big game animals will be accounted for on a separate form which meets the needs of FWP (Attachment F). *This logbook is to be used for all motorized retrieval, whether above or below the power line, for animals killed with any weapon.*
3. Information related to archery-only hunting, motorized retrieval, and harvested game animals will be used to update the MCE computer program that will track hunting information on MCE ranch lands.
4. Information may be provided by the MSP Check Point officer to requesting persons of the times of highest traffic through this location so hunters or other land users can adjust their entrance and exit times accordingly to minimize waiting time. *Processing of hunters through MSP Check Point will not be a priority over the normal activity associated with this MSP security post.*

Policy No: MSP 2.1.3	Chapter: PHYSICAL PLANT	Page 11 of 17
Subject: MCE RANCH LAND PUBLIC ACCESS		

G. Hunter Complaints or information

Hunters or other persons using MCE Ranch lands wishing to file complaints or provide other information will be given a generic form to fill out and complete at the Check Point location (Attachment G). Based on the circumstances involved the officer at Check Point may contact Command Post for further direction. These forms will be routed to MCE Administration for review and necessary action. Use of MCE Ranch lands is a privilege for the general public and it is the responsibility of all users to report any violations, provide suggestions or other information.

H. Incapacitated (wounded) animal retrieval

1. Game animals, which have been wounded through firearm or archery hunting, may be harvested after entering a restricted area below (east of) the power line fence through the following procedures:
 - a) If it is determined in consultation with the Shift Commander that the animal is incapacitated, the hunter will be allowed to harvest the animal.
 - b) The hunter must report to the MSP Check Point location and notify the officer of the situation regarding the incapacitated game animal and the location it was last seen in order to initiate the incapacitated game animal retrieval.
 - c) MSP Check Point will notify the Shift Commander. If the Shift Commander deems it appropriate an escort will be provided to assist in locating the wounded game animal. During daytime hours a ranch supervisor on shift or an available volunteer will provide an escort to hunters to harvest the game animal. During evening hours the volunteer list will be used to provide escort. MSP/MCE will establish a mechanism for volunteers for the wounded animal harvest process. The escort will ensure that the game animal is incapacitated. The animal must be unable to stand to be rendered incapacitated.
 - d) Local FWP officials may be contacted as deemed necessary by the Shift Commander to provide assistance.
 - e) For animals shot above (west of) the power line fence (with a firearm) that enter the area below (east of) the power line fence the hunter may be allowed to bring their firearm (unloaded) through the MSP Check Point location to harvest the animal if it is determined incapacitated. This determination will be made by the Shift Commander. If approved by the Shift Commander an escort will be assigned to be with the hunter at all times. The escort will control

Policy No: MSP 2.1.3	Chapter: PHYSICAL PLANT	Page 12 of 17
Subject: MCE RANCH LAND PUBLIC ACCESS		

the weapon up to the time the hunter uses the weapon to complete the harvest of the wounded game animal. The weapon will be unloaded at all times other than during the completion of the harvest of the game animal. The weapon will be handed back to the escort and remain in his control until they return to MSP Check Point.

I. Injured persons

If any person is injured while using MCE Ranch lands and cannot make it to their vehicle at the designated parking lots, MSP/MCE may provide transportation based on the direction of the Command Post.

J. Camping

1. MCE Ranch lands within the "archery only" designated area may be utilized for camping **only** for authorized state or federal agencies or special groups as authorized by the MSP Warden and MCE Administrator.
2. **Public camping is allowed outside of the "archery only" boundary except in designated parking areas and where posted otherwise. There is a 14 day limit for all camps established in this area.** Campers must clean the area before leaving and leave minimal impact. Campers must not leave any weapons unattended at the campsite. Campers using horses must use certified weed free hay. Campers failing to properly use MCE lands may lose their right to camp.

K. Fishing

1. DOC employees working at the DOC Correctional Facilities in the Deer Lodge valley may be allowed to fish in designated MCE Ranch reservoirs or dams.
2. DOC employees may bring guests that must be escorted at all times by the DOC employee.
3. All fishing is catch and release only except for children (under the age of 14) and senior citizens (age 65 and over, or nursing home residents). Regulations regarding fishing at the DOC Correctional Facilities will be given to all users Attachment H). The regulations outline the number of fish that can be kept by children and senior citizens.
4. Persons wishing to fish in MCE Ranch reservoirs or dams should contact the Shift Commander for prior approval on fishing. Authorized persons wishing to fish in designated MCE Ranch reservoirs or dams must check in and out through MSP Check Point. The check in and out procedures listed in

Policy No: MSP 2.1.3	Chapter: PHYSICAL PLANT	Page 13 of 17
Subject: MCE RANCH LAND PUBLIC ACCESS		

Sections E and F above will apply. Check in times for fishing are one hour before light and one hour after dark.

5. The MSP Check Point officer will verify with the Shift Commander the persons approved for fishing. The Shift Commander will approve all fishing activity prior to any vehicles or persons going to a fishing area.
6. Fishing must be by artificial flies and lures only. Barb less hooks is recommended.
7. Vehicles must be driven only to the parking areas designated for fishing. The parking areas will be designated with signs at the various MCE Ranch reservoirs and dams. There must be no vehicle travel other than on established roads to and from the fishing parking lots and MSP Check Point.
8. Motorized watercraft is prohibited on all MCE reservoirs or dams.
9. Special requests for fishing on MCE reservoirs and dams for school districts, specialty groups or nursing homes will be subject to the approval on a case by case basis of the Warden and MCE Administrator.
10. Persons violating these procedures may lose their privilege to fish in MCE Ranch reservoirs or dams on a permanent basis.

L. Gopher hunting

1. MSP and MCE employees with guests will be allowed to gopher hunt in designated areas with a 22 caliber rim fire rifle or archery equipment only for varmint control. In addition, retired MSP or MCE staff may be allowed to gopher hunt with special written approval from the MSP Warden's office. All 22 caliber rim fire rifles must be empty and secured going to and from the gopher hunting locations and MSP Check Point. Bullets must be secured at all times. There must be no shooting of gophers from a vehicle at any time.
2. Designated areas generally will be Taylor Bench, Ranch 7 and Ranch 2. The Ranch Director at his discretion may add additional areas.
3. MSP and MCE employees wishing to gopher hunt must obtain advance clearance regarding the number of persons, area, date and time for gophers to be hunted with the MCE Ranch Director (in absence of the Ranch Director the contact person will be the MCE Fiscal Director or the MCE Administrator). The Shift Commander will be notified of the location, date, time and the number of persons in the group if approved by the Ranch Director. Inmates must be kept out of the area for the time period involved. Time periods will generally not exceed four hours but will be determined by the Ranch Director in advance of the gopher hunting. The Ranch Director may limit the number of hunters in a given area due to Ranch work that needs completion, inmates working in the area, or due to the number of gopher hunters on a given day.

Policy No: MSP 2.1.3	Chapter: PHYSICAL PLANT	Page 14 of 17
Subject: MCE RANCH LAND PUBLIC ACCESS		

4. Authorized persons wishing to gopher hunt in designated MCE Ranch lands must check in and out through MSP Check Point. The check in and out procedures listed in Sections E and F above will apply.
5. Generally groups will not exceed four persons. Guests must be escorted at all times by the MSP or MCE employee.
6. Off road travel is prohibited.
7. Persons violating these procedures will lose their privilege to gopher hunt on MCE Ranch lands on a permanent basis.
8. *The general public is allowed to gopher hunt outside of the designated area for archery-only hunting with either archery or firearm equipment.*

M. Siren protocol

1. When the emergency siren sounds, all persons using MCE Ranch lands below (east of) the power line must immediately go to their vehicle at the parking lot, get in the vehicle, lock the vehicle and drive to the MSP Check Point. If inmates are encountered during this process the officer at MSP Check Point should be given this information.
2. The officer at MSP Check Point will account for the persons in the vehicle and provide further instruction.
3. Persons who fail to report may lose their privileges to utilize MCE Ranch lands in the future.
4. MSP may designate specific times for a siren test. Any such tests will be noted in the handouts regarding hunting or fishing. For these noted test times the provisions of this section will not apply. **On the last Saturday of each month, a siren test is conducted between the hours of 7:00 a.m. and 7:30 a.m. Hunters using the property can disregard this siren test.**

N. Off Road Travel

1. Off road travel on MCE Ranch lands by members of the public for non-official business is prohibited.
2. Persons in violation of this may be subject to a complaint filed with the Sheriffs office and a citation issued.

O. Special hunting season for handicapped or senior citizens through a permit process with FWP

1. Special hunting seasons for the handicapped or aged may be allowed on MCE Ranch lands based on the establishment of the season by FWP.
2. Any special hunting seasons will require an escort.

Policy No: MSP 2.1.3	Chapter: PHYSICAL PLANT	Page 15 of 17
Subject: MCE RANCH LAND PUBLIC ACCESS		

P. Signs

1. Signs in parking lots, on fences and in designated areas will be done in cooperation with DOC and FWP.
2. Cooperation with local sportsman groups for assistance in posting and paying for the costs of signs will be sought.
3. State trust lands will be clearly identified on the map provided to users of MCE Ranch lands.
4. The FWP and MCE sign shops may be utilized for sign needs.
5. On a yearly basis signs must be reviewed and replaced as needed.
6. A map of MCE Ranch lands will indicate the various boundaries for hunting and land controlled under this policy.

Q. Land use for non hunting time periods

1. Motor-less bicycle use above (west of) the power line fence will be allowed. DOC staff is authorized to travel to and from work on the main road.
2. Use of Conley Lake Area or other special use requests of MCE Ranch lands will be authorization on a case by case basis by the MSP Warden and MCE Administrator. All requests must be submitted in writing on a form determined by DOC.

R. MSP Gun Range Use

The MSP gun range is available for use by law enforcement agencies and DOC employees based on advance clearance by the Shift Commander. Authorized persons using the MSP gun range will check in and out through MSP Check Point. MSP and DOC scheduled activities at the MSP gun range takes precedent over any other use.

S. Contraband

1. All vehicles entering MSP and MCE Ranch lands may be subject to search at any time. It is a violation of state law, 45-7-307, M.C.A., to transfer or receive any illegal article or weapon to or from a prisoner. Transferring or receiving illegal articles or weapons to or from a prisoner in a state prison is a felony, and is punishable by up to 20 years in a state prison. The following items are illegal articles
 - a. weapons of any kind
 - b. ammunition
 - c. dangerous drugs, as defined in 50-32-101, M.C.A.

Policy No: MSP 2.1.3	Chapter: PHYSICAL PLANT	Page 16 of 17
Subject: MCE RANCH LAND PUBLIC ACCESS		

- d. money, currency cash, checks, money orders, credit cards, debit cards, electronic teller cards
- e. tobacco products of any kind.
- 2. Tobacco and alcohol products must not be brought onto MSP and MCE property by the public using MCE Ranch land. Violators may lose their ability to use MCE Ranch lands on a temporary or permanent basis.

T. Liability

- 1. The general public using MCE Ranch lands for recreational and hunting purposes assumes liability of use. MCE, MSP and DOC does not assume liability for any acts caused by the general public or other members of the general public using MCE Ranch lands. The general public will not hold the State liable for loss of use resulting from delays that are beyond the State's control, or from action required by the State to maintain security and order of the correctional facility.
- 2. The public will comply with the policies and procedures of the Montana State Prison facility. All vehicles and persons entering Montana State Prison facility or MCE lands are subject to search at any time.
- 3. The general public recognizes that they are utilizing lands administered by a correctional facility and that in the course of its operations the general public may come in contact with inmates. This contact should be minimal and avoided to the extent possible.

U. Winter Recreational Use

The general public will be allowed to snow shoe, snowmobile, sled ride and cross country ski on MCE Ranch lands above (west of) the power line fence during the appropriate time of the year. Use of MCE Ranch lands will be done in a responsible manner. Violators may lose their opportunity to use these lands based on the degree of the violation. The parking lots below (east of) the power line fence will not be used for winter recreational use, nor will there be access to MCE land below (east of) the power line fence for any recreational activity other than those previously outlined in this policy. If snow conditions prevent the travel of vehicles to the parking lot areas above (west of) the archery-only area, travel over the snow in the vicinity of established roads will be allowed to reach the area open to winter recreational use above (west of) the power line fence. This type of winter recreation use of MCE Ranch lands would not be accessed through the MSP Check Point entrance to prison property.

V. Trapping

Policy No: MSP 2.1.3	Chapter: PHYSICAL PLANT	Page 17 of 17
Subject: MCE RANCH LAND PUBLIC ACCESS		

Trapping is allowed on MCE Ranch lands through a designated process which limits the number of trappers and the area that they trap. Existing trappers will be allowed to continue their trapping in accordance with their written agreement with MCE Ranch. Persons wishing to get on the trapping list will contact the MCE Ranch Director. If a vacancy is created by an existing trapper then this list will be used on a first come first served basis to fill the trapping vacancy. Trappers will check in with the Ranch Director prior to going to their trapping location. The appropriate clearance will be made as needed. Trappers will be allowed to use existing MCE Ranch roads to do their trapping. At no time will they have another person in the vehicle, or assist in any hunting activity of any kind. Trappers not adhering to the use of MCE Ranch lands will lose their ability to trap on MCE Ranch lands.

W. Land Use Restrictions

MSP and MCE in times of dangerous fire-hazard, other disasters, emergencies, escape or facility disturbance may issue an emergency proclamation to limit or close access to facility properties for other than essential operations. These proclamations may be issued in conjunction with the Department of Corrections, Department of Natural Resources and Conservation, Department of State Lands, and the Governor's Office.

VI. CLOSING

Questions concerning this policy shall be addressed to the MCE Administrator or the MCE Ranch Director.

**MONTANA CORRECTIONAL ENTERPRISES
(MCE) RANCH**

HUNTING ACCESS RULES

(valid August 15, 2004 until revised or rescinded)

Located at the Department of Corrections, Correctional
Facility in Deer Lodge, Montana
A portion of Deer/Elk Hunting District 212

RULES AND REGULATIONS – Archery-Only Area

1. The following MCE Ranch lands are open to hunting of big game only with Lawful Archery Equipment as outlined in the hunting regulations provided by Montana Dept. of Fish, Wild-life & Parks (FWP): Beginning at the junction of the Old Stage Road (county road) and Elk Ridge Road (Forest Service Road #5149) in Section 22, T8N, R10W and proceeding west along the Elk Ridge Road to the power line road (prison fence line) in the southeast ¼ of Section 22, T8N, R10W; then south along the power line road (prison fence line) to the south-west corner of the prison fence in Section 28, T7N, R10 W; then east along the south boundary Section 28, T7N, R10W (prison fence line) to the south-west corner of Section 27, T7N, R10W; then south to the southwest corner of Section 34, T7N, R10W; then east to the southeast corner of Section 34, T7N R10W; then south to the southwest corner of Section 2, T6N, R10W; then east along the prison fence line to the Dempsey Lake Road (county road); then northeasterly along Dempsey Lake Road (prison fence line) to the southeast corner of Section 36 T7N R10W; then north along the prison fence line on east edge of Section 36 and 25, T7N, R10W to corner of the prison fence line in Section 25, T7N, R10W; then east along prison fence line in N2 Section 30, T7N, R9W to the corner of the prison fence line at Lake Hill Road (county road); then north approx. ½ mile along the east side of Sections 30 and 19, T7N, R9W to the corner of prison fence line on the eastern edge of Section 19, T7N, R9W; then follow the prison fence west and northerly in Sections 19 and 18 T7N R9W to the northeast corner of Section 18, T7N, R9W; then follow the prison fence east approx. ½ mile along the southern boundary of Section 8, T7N, R9W; then follow the prison fence north approx. ½ mile to the junction of the airport fence; then proceeding northwesterly, follow the fence bordering the airport, golf course, and National Guard Armory through sections 8, 5 and 6, T7N, R9W to the Old Stage Road (county road); then follow the Old Stage Road northwest through Sections 36, 26, and 22, T8N, R10W to the junction of the Elk Ridge Road (Forest Service Road #5149), the point of beginning.
2. A written archery-only land use permit is required for all hunting in the Archery-Only Area and is available at the MCE Ranch 1 Office building. Issuance of archery-only land use permits will start August 1st of each year and end December 15th of each year. The MCE Ranch office is open Monday through Friday, 8:00 A.M. to 4:00 P.M. for archery-only land use permits. The office is not open on state-observed holidays. Background checks are required and will take a minimum of 48 hours to process. Completed archery-only land use permits can be picked up at the Ranch 1 Office; or after normal working hours, on holidays and weekends, at MSP Check Point. Hunters without a permit are subject to a trespass violation.
3. All hunters must enter and exit the Archery-Only Area through the Montana State Prison (MSP) Check Point. The MSP Check Point officer will control traffic by means of a hunting/fishing/ motorized retrieval/land use logbook. The officer will complete the appropriate information in the logbook and obtain the driver’s license or other form of picture ID of all persons in the hunting party. The driver’s license (or other ID) will be returned when persons hunting on MCE Ranch lands exit the facility. Anyone found abusing this rule is subject to having his/her land use permit revoked.
4. Daily check in, for hunting, will begin 2 hours before sunrise and all hunters will be checked out no later than 2 hours after sunset. The sunrise and sunset hours are listed in the current FWP general hunting regulations.
5. NO FIREARMS, TOBACCO OR ALCOHOL are allowed on the Archery-Only Area. All vehicles entering MSP and MCE Ranch lands may be subject to search at any time. It is a felony and violation of state law, 45-7-307 M.C.A., to transfer or receive any illegal article or weapon to or from a prisoner in a state prison. The following items are illegal articles: weapons of any kind; ammunition; dangerous drugs; money, currency cash, checks, money orders, credit cards, debit cards, and electronic teller cards; and tobacco products of any kind.
6. All safety zones (No Hunting and No Trespassing) will be marked with red/orange paint or signs. At NO time are you allowed in these areas without permission from MCE Administration or MSP Command Post. Violators may be prosecuted and may lose their hunting privileges on prison property.
7. HUNTERS MUST PARK IN DESIGNATED PARKING AREAS ONLY: DO NOT PARK IN UNAUTHORIZED AREAS. Hunters are allowed to change parking lots but must

check in again with the officer at the MSP Check Point. All parked vehicles must be secured with loose equipment locked in the vehicle. Drop-offs are allowed after hunters are cleared through MSP Check Point. No pets will be allowed to accompany hunters.

8. All hunting will be conducted on foot or by motorless bicycle.
9. Motorized game retrieval, under escort and through established procedure, is allowed in the Archery-Only Area. Hunters must get their harvested animal to the nearest established road prior to requesting motorized retrieval. To initiate the motorized retrieval process the hunter will notify the MSP Check Point officer. No hunting is allowed during a motorized retrieval. Other retrieval options include game cart, dragging, backpack or horses.
10. No overnight camping is allowed, and no permanent structures such as tree stands, shelters, etc. are allowed. Portable tree stands are allowed. MSP and MCE are not responsible for theft or destruction of stands or other personal property. Timber is not to be cut at any time on prison property.
11. Bow hunters may wear camouflage clothing in the Archery-Only Area during the general hunting season.
12. MCE and MSP reserve the right to close MCE Ranch lands to archery hunting at any time.
13. In the event that a prison emergency occurs, the siren will sound. All hunters will immediately go to their vehicle at the parking area, get in the vehicle, lock the vehicle and drive to the MSP Check Point. The officer at MSP Check Point will account for the persons in the vehicle and provide instructions on what to do. EXCEPTION: On the last Saturday of each month, a siren test is conducted between the hours of 7:00 A.M. and 7:30 A.M. Hunters using the property can disregard this siren test.
14. Either-sex, either-species Deer B licenses may be purchased after mid-July each year from the Region 2 FWP office (3201 Spurgin Rd., Missoula, MT 59804; phone 406-542-5500) or any FWP license provider. Limit is five (5) prison-ranch 212-10 Deer B licenses per hunter per year.

RULES AND REGULATIONS – Rifle Area

1. MCE Ranch lands west and north of the above-described Archery-Only Area are open yearlong to recreational activities, including hunting of big game and upland game birds in accordance with current hunting regulations provided by FWP. Permission from the MCE Ranch office is not required to access this area. There are no weapons restrictions, except as provided in hunting regulations.
2. North of the Elk Ridge Parking Area, motorized vehicles are allowed on all currently established roadways on MCE land. South of the Elk Ridge Parking Area and west of the power line fence, motorized vehicle use is only allowed on roadways shown on the accompanying map for MCE land.
3. Motorized game retrieval, under escort and through established procedure, is allowed in the area west of the power line fence and south of the Elk Ridge Parking Area. The procedures for motorized game retrieval are the same as those outlined above for the Archery-Only Area. Other retrieval options include game cart, dragging, backpack or horses.
4. Game animals that are wounded in the Rifle Area and cross into the Archery-only Area, may only be pursued (under escort and through established procedure) if deemed incapacitated (unable to stand). To initiate a wounded animal retrieval, hunters must notify the MSP Check Point officer.
5. Camping is allowed, except in designated parking areas and where posted otherwise. Camping is limited to 14 days during any 28-day period. Campers must clean the area before departing and leave minimal impacts. Weapons may not be left unattended in camps.

The complete policy on MCE Ranch Land Public Access (MSP/ MCE Policy 2.1.3) is available on the Montana Dept. of Corrections web page (www.cor.state.mt.us) or from the MCE Ranch Office. Any questions pertaining to regulations governing hunting should be directed to the MCE Administrator or the Ranch Director at 406-846-1320, extension 2296.

*Montana Correctional Enterprises
350 Conley Lake Road
Deer Lodge, MT 59722
Phone 406-846-1320, extension 2296
Fax 406-846-2957*

MCE ARCHERY ONLY LAND USE PERMIT

Hunter Name: _____ Permit #: _____

Address: _____

Telephone #: _____ Drivers License #: _____

Montana Fish, Wildlife & Parks ALS#: _____

Sex: _____ Weight: _____ Height: _____ Eyes: _____

Hair: _____ Date of Birth: _____ Permit Issued On: _____

Permit Time Period: _____

MCE Authorized Signature: _____

THIS WILL BE ON A 3 ½" X 5" (OR SMALLER) LAMINATED CARD THAT WILL FIT
IN A SHIRT POCKET

CARDS WILL BE COLOR CODED EACH YEAR.

MCE ARCHERY-ONLY BOUNDARIES AND LAND MAP

A map will be provided at the time of receipt of a MCE Ranch Archery-Only Land Use Permit. A map may also be obtained by stopping at the MCE Ranch Office or by calling (406) 846-1320 extension 2351.

MCE ARCHERY ONLY LAND USE PERMIT FORM

Hunter Name: _____ Date of Permit Application: _____

Address: _____

Telephone #: _____ Drivers License #: _____

Social Security #: _____ Date of Birth: _____

Montana Fish, Wildlife & Parks ALS #: _____

Sex: _____ Weight: _____ Height: _____ Eyes: _____ Hair: _____

Knowledge of person(s) currently incarcerated at MSP or TSCTC (list names):

_____**Required Items:**

Copy of drivers license.

Copy of conservation license with bow and arrow endorsement (in-state required and out-of-state if available).

HUNTER ACKNOWLEDGEMENT:

The hunter assigned this permit acknowledges that he/she is using lands under the administration of MCE Ranch. Such lands are utilized as part of a correctional facility and have specific security requirements, which take precedent over any other activity, at the facility or the adjoining MCE Ranch lands. By signing this form the hunter agrees to abide by the MSP/MCE Policy#2.1.3 regarding Public Land Use of MCE Ranch lands, and the rules and regulations for archery hunting. The hunter will not hold MCE, MSP or DOC liable for any acts caused by the hunter or other members of the general public using MCE Ranch lands. The hunter is aware that they may come in contact with inmate workers performing duties for the MSP or MCE operations while hunting on MCE Ranch lands. The hunter understands that introduction of contraband onto the MCE Ranch lands or the MSP facility is a felony offense. Contraband includes but is not limited to firearms, weapons, drugs, alcohol and tobacco.

Printed Name of Hunter: _____

Signed Name of Hunter: _____ Date: _____

To be completed by Ranch Office:

Date Submitted for Background Check: _____ Date Background Check Completed: _____

Background Check: _____ Approved _____ Denied

Reason if Denied: _____

Permit Issued On: _____ Permit #: _____

Time Permit Valid for: _____

MCE Authorized Signature: _____ Date: _____

***MSP/MCE LOG BOOK FOR ARCHERY ONLY LAND USE, MOTORIZED RETRIEVAL, FISHING, GOPHER HUNTING,
SPECIAL GROUPS OR OTHER AUTHORIZED LAND USE ACTIVITIES***

[illegible]

MONTANA CORRECTIONAL ENTERPRISES (MCE) RANCH DAM AND RESERVOIR FISHING

RULES AND REGULATIONS:

1. Fishing is allowed in designated MCE Ranch reservoirs and dams for Department of Corrections (DOC) employees working at the DOC Correctional Facilities in Deer Lodge. Fishing will be allowed in Powell Reservoir, Conley Lake, Tin Cup Reservoir, Upper and Lower Taylor Reservoir. DOC employees may bring guests that must be escorted at all times by the DOC employee.
2. Persons wishing to fish in MCE Ranch reservoirs and dams should contact the Shift Commander for prior approval. Authorized persons wishing to fish must check in and out through MSP Check Point. The MSP Check Point officer will verify with the Shift Commander the persons approved for fishing. The Shift Commander will approve all fishing activity prior to any vehicles or persons going to of the fishing activity prior to any vehicles or persons going to a fishing area.
3. The MSP Check Point officer will control the traffic in and out of the MCE Ranch fishing areas by means of the hunting/fishing/motorized retrieval/land use logbook. The officer will complete the appropriate information in the logbook and obtain the driver's license or other form of picture ID of all persons in the fishing party. Drivers licenses or other forms of picture IDs will be returned when persons fishing on MCE Ranch lands exit the facility.
4. NO FIREARMS, TOBACCO OR ALCOHOL is allowed on prison property. All vehicles entering MSP and MCE Ranch lands may be subject to search at any time. It is a violation of state law, 45-7-307, M.C.A., to transfer or receive any illegal article or weapon to or from a prisoner. Transferring or receiving illegal articles or weapons to or from a prisoner in a state prison is a felony, and is punishable by up to 20 years in a state prison. The following items are illegal articles: weapons of any kind; ammunition; dangerous drugs; money, currency cash, checks, money orders, credit cards, debit cards, electronic teller cards; and tobacco products of any kind.
5. ALL FISHERMEN MUST PARK IN DESIGNATED PARKING AREAS ONLY. DO NOT PARK IN UNAUTHORIZED AREAS. Parking areas at the MCE Ranch reservoirs or dams will be marked with signs. All parked vehicles will be secured with all loose equipment locked in the vehicle.
6. No overnight camping is allowed.
7. Check in times for fishing are one hour before light and one hour after dark.
8. All FWP fishing regulations must be adhered to. Periodic checks by the Game Warden may occur.
9. All fishing is catch and release only, except for children (under 14) and senior citizens (65 and over, or residents of a nursing home) who will follow FWP regulations on daily fish limits.
10. Fishing must be by artificial flies and lures only. Barbless hooks is recommended.
11. Motorized watercraft is prohibited from all MCE reservoirs and dams.
12. MCE and MSP reserve the right to close the MCE Ranch reservoirs and dams at any time to fishing. Advance notice may not be given.
13. Any questions pertaining to the parking areas or regulations governing fishing should be directed to the MCE Administrator or the MCE Ranch Director at 846-1320 extension 2296.
14. In the event that an emergency occurs, the siren will sound. All fishermen will immediately go to their vehicle at the parking lot, get in the vehicle, lock the vehicle and drive to the MSP Check Point. The officer at MSP Check Point will account for the persons in the vehicle and provide instructions on what to do. EXCEPTION: On the last Saturday of each month, a siren test is conducted between the hours of 7:00 am and 7:30 am. Fishermen using the property can disregard this siren test.
15. A copy of the complete policy on MCE Ranch Land Public Access (MSP/MCE policy#2.1.3) is available on the Montana Department of Corrections web page (www.cor.state.mt.us) and FWP web pages. A copy of the policy is also available through the MCE Ranch Office.
16. Persons violating these procedures may lose their privilege to fish in MCE Ranch reservoirs and dams on a permanent basis.

Montana Correctional Enterprises
350 Conley Lake Road
Deer Lodge, Montana 59722
(406) 846-1320 extensions 2296
Fax Number (406) 846-2957